

Wellesley High School
School Council Bylaws

I. Role of School Council

- A. The governance body at Wellesley High School (WHS) is called the School Council. Through open discussion, it serves to advise the Principal on matters relevant to the school and approves changes to the *Student Handbook* (see Subsection C). The Council meets regularly to assist the Principal in the identification of the educational needs of students attending the school, in the adoption of educational goals for the school, in the review of the annual school budget, and in the formulation of a school improvement plan. *Handbook* changes require affirmative votes at two consecutive meetings, at least two weeks apart, to ensure that all constituents and stakeholders are apprised of the proposal. The Council shall be broadly representative of the racial and ethnic diversity of the school building and community.
- B. The Principal serves as an ex officio Co-Moderator of the Council. A second Co-Moderator shall be elected by majority vote at the first Council meeting each new school year. Any member of the Council is eligible to serve as the second Co-Moderator; by convention, the second Co-Moderator is the Student Congress President. The Co-Moderators shall be voting members of the Council. A Secretary is elected annually by the Council from its membership by majority vote.
- C. The jurisdiction of the Council shall be as follows:
 - 1. The Council shall have no authority to approve or disapprove of changes to the *Handbook* made pursuant to local, state, or federal law or regulation, or changes to the *Handbook* made pursuant to an action or policy of the School Committee, provided that the plain text of such change is strictly reflective of the law, regulation, action, or policy that necessitated the change.
 - 2. In all other circumstances, members of the Council may introduce, and the Council may consider, proposed changes to any section of the *Handbook*, and approval or disapproval of such changes shall be binding.

II. Elections and Membership

A. Students

- 1. The Student Congress President shall be an ex officio member of the Council.
- 2. Two student members are elected at large by the Student Congress, pursuant to the *Student Congress Constitution*.

3. The Principal shall appoint two student members from the student body. Interested students must submit a letter to the Principal in order to be considered for appointment.
- B. Faculty
1. Three faculty members are elected from the faculty-at-large.
 2. The faculty members may be chosen from all teaching staff, including part-time teachers. They are required to be selected through an election run annually by the Faculty Senate.
- C. Parents
1. Four parent representatives are chosen by the Parent-Teacher-Student-Organization (PTSO), to be elected at Back-to-School Night in the fall.
 2. The parent representatives shall serve staggered terms of two years and the elections shall be held under the direction of the Principal.
- D. Community Representative
1. The Co-Moderators and Secretary shall advertise at the end of every other Council year to Wellesley residents about the possibility of representing the community on the Council.
 2. Interested parties shall submit a statement of interest to the Co-Moderators who shall appoint one community representative to the following year's Council. The community representative shall serve a term of two years.
- E. Elections and appointments shall take place in May and June for the following school year, with the exception of the parent and community representatives (see Subsections C and D). The length of term for all other representatives shall be one year. Representatives can continue to serve as voting members after the expiration of their term until their successors are duly appointed or elected, exclusive of those who have graduated, ceased employment or enrollment at WHS, or, in the case of the community representative, are no longer Wellesley residents.
- F. Newly elected members shall be expected to attend and observe the remaining meetings for the year, should they be elected or appointed before the termination of the terms of the outgoing members that they are replacing.
- G. In the event of a vacancy on the Council, an election or appointment to fill the vacancy shall take place as soon as possible.

III. Meetings

- A. Meetings shall be held monthly, unless the Co-Moderators deem more necessary.
- B. The presence of a majority of the members of the Council shall constitute a quorum to do business.
- C. Seats that do not have members appointed or elected to them do not count toward quorums or voting. Members must be present to vote.

- D. Regular attendance is mandatory at meetings and expected for all members. The Secretary shall maintain attendance records. A member who misses three full meetings shall be dropped from the Council and replaced (see Section II, Subsection G).
- E. All meetings of the Council shall be held in open session and agendas posted with the Town Clerk and on the WHS website.

IV. Agenda

- A. The Co-Moderators and Secretary shall prepare the agenda for each Council meeting, including the order in which items come up for consideration.
- B. First order of business is the acceptance of the previous meeting's minutes.
- C. Standard agenda items shall be Citizens' Speak, constituency reports from the Student Congress, Faculty Senate, and the PTSO, as well as the Principal's Report.

V. Parliamentary Rules

- A. *Robert's Rules of Order* shall constitute the ruling authority for business.

VI. Subcommittees

- A. The Council shall create subcommittees when it deems necessary, for purposes including, but not limited to, addressing the school improvement plan goals.

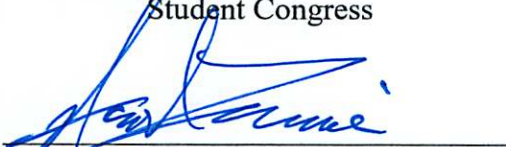
VII. Amendment

- A. An amendment to this document may be made by a 2/3 vote of the entire Council, subject to state law. The bylaws shall be reviewed every ten years.

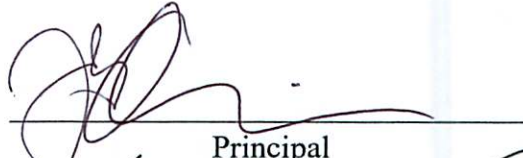
APPROVED:



Student Congress



Superintendent



Principal



School Committee

September 13th, 2016